

Job Search

For Ages 18+

Strategic Job Search Techniques from a Corporate Recruiter's View

- Learn how managers & recruiters think
- Tap into the hidden job market
- Develop resumes, cover letters, & interview techniques that land the job
- Navigate the world of on-line recruiting systems
- Get your resume read
- Network your way into a company
- Acquire and ace the interview
- Get answers to your specific job search questions



Instructors are experienced corporate recruiters who have hired scores of professionals in all fields.

This workshop is perfect if you are: a new college graduate, looking for a job and haven't found one, re-entering the workforce or ready to change jobs.

Register early to ensure your spot

Age	Days	Dates	Fee	Code
18+	<u>Tuesday/Thursday</u>	1/17 & 1/19	\$100R / \$125NR	214747 A1
	10:00am-12:00pm	3/7 & 3/9	\$100R / \$125NR	214747 A2
	<u>Saturday</u>	1/21	\$100R / \$125NR	214747 B1
	9:00am-12:30pm	3/11	\$100R / \$125NR	214747 B2

Location:	Wellington Community Center (561) 753-2484 12150 Forest Hill Boulevard.
Instructor Contact:	Carol Horner: carol.horner@careerzing.com or 561-756-4251
Special Notes:	Attendees are encouraged to bring laptop/tablet to participate



REGISTER ONLINE*

You can register for most programs online at:
www.wellingtonfl.gov/webtrac

By default your initial username and password are set as your Household Number. This number is found at the top left of your registration receipt.

*First time participants must register in-person to establish a household in our system. **Proof of residency and age required.** Not all programs available for online registration. Visit wellingtonfl.gov/activityregistration for more info.

Transfer & Cancellation Refund Policy:

A \$10.00 per participant / activity administrative fee will be deducted for each transfer/refund. If you are unable to participate in your program, you must notify the office before the second activity/ class to receive your refund. No refunds are issued after the 2nd class. No refunds are considered once the activity/class is over, except in the case of a documented medical emergency.

Special Assistance

If you are in need of any special assistance in order to participate in any of our programs, please call Chris O'Connor at (561) 612-6697, at least two weeks prior to the begin date of the program or class.

